Welcome to tonight's City Council meeting!

The elected officials of the City of Bonners Ferry are appreciative of an involved constituency. Testimony from the public is encouraged concerning issues when addressed under the <u>Public Hearing</u> portion of the agenda. Any individual who wishes may address the council on any issue, whether on the agenda or not, during the <u>Public Comments</u> period. Normal business will preclude public participation during the business portion of the meeting with the discretion left to the Mayor and Council.

Vision Statement

Bonners Ferry, "The Friendliest City", strives to achieve balanced growth, builds on community strengths, respects natural resources, promotes excellence in Government, and values quality of life.

AGENDA
CITY COUNCIL MEETING
Bonners Ferry City Hall
7232 Main Street
267-3105
October 16, 2012
7:00 p.m.

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

PUBLIC COMMENTS

Each speaker will be allowed a maximum of five minutes, unless repeat testimony is requested by the Mayor/Council

GUESTS

Marcia Morman - Breast Cancer Awareness

REPORTS

Police/Fire/City Administrator/Economic Development Coordinator/Urban Renewal District

CONSENT AGENDA

- 1. Call to Order/Roll Call
- 2. Approval of Bills and Payroll
- 3. Treasurer's Report
- 4. Approve September 26, 2012 Special Council Meeting Minutes and October 2, 2012 Council Meeting Minutes

OLD BUSINESS

5. Electric – Approval of Job Reclassification for Steve Neumeyer (attachment)

NEW BUSINESS

- 6. City Approve Catering Permit for Ralph Lotspeich-Mirror Lake Golf Course for Boundary County Republican Central Committee at Fairgrounds on October 27, 2012 (attachment)
- 7. City Approve 2012 Beverage License for Kathleen Associates, LLC dba Bonners Ferry Conoco at 6453 Main Street (attachment)
- 8. Electric Approve Purchase of Substation Breakers (attachment)
- 9. City Consider Nomination for ICRMP Board of Trustees (attachment)

- 10. City Consider Adding Blue Cross of Idaho Employee Assistance Program to City health Insurance Policy (attachment)
- 11. City Discuss Proposal for Additional Days Off for Employees in Lieu of Pay Increase (attachment)

EXECUTIVE SESSION PURSUANT TO IDAHO CODE 67-2345, SUBSECTION 1

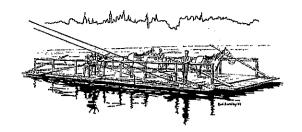
- (a) Consider hiring a public officer, employee, staff member or individual agent.
- (b) Consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.
- (c) Conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency.
- (d) Consider records that are exempt from disclosure as provided in chapter 3, title 9, Idaho Code.
- (e) Consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations.
- (f) Communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.
- (g) Engage in communications with a representative of the public agency's risk manager or insurance provider to discuss the adjustment of a pending claim or prevention of a claim imminently likely to be filed.

ADJOURNMENT

NEXT MEETING DATE

INFORMATION

12. Street - Clean Up Week November 5-13, 2012 (attachment)



MEMO CITY OF BONNERS FERRY CITY ADMINISTRATOR

Date:

13 September 2012

To:

City Council

From:

Stephen Boorman, City Administrator

Subject:

Job reclassification.

This memo is to recommend the reclassification of the job duties of Steve Neumeyer. Over his tenure at the City his skills and duties have changed significantly. Attached is a Job description that we would propose for Steve. This description largely encapsulates what he is currently doing for the City in addition to serving as the City's electrician. This would be in addition to his job description of City Electrician.

In looking at the comparable compensation in the electric utility industry for the skills and duties, it is our recommendation that his pay be changed to lineman scale. Further, it is our recommendation that he report directly to the Line Department Superintendent. Please note that we would recommend that this be contingent on Steve obtaining a Class A CDL.

SJB

STATION WIREMAN/METERMAN

GENERAL STATEMENT OF DUTIES:

Skilled work of journeyman substation wireman, relay technician, apparatus technician, and meterman. Responsible for; powerplant and substation wiring, installing, maintaining and troubleshooting substation apparatus (including breakers, relays, and reclosers), and inventorying and programming electric revenue meters. Works well with City employees of all departments and the general public. Performs other related duties as assigned.

DISTINGUISHING CHARACTERISTICS OF CLASS:

Incumbents in this class normally work as directed by the Electric Line Department Superintendent without direct oversight and are responsible for completed installations. This is a partial position to be combined with another primary position.

EXAMPLES OF DUTIES:

Maintains and troubleshoots the relay, breakers, and regulators at the substations. Responsible for maintaining the wiring and controls and the powerplant. Maintains, test, programs, repairs or coordinates the repair of meters (KWH, KWD, KYARH, etc.) in accordance with established policies and accepted industry standards to ensure accurate measurement of the power consumptions of City customers. Keeps updated regarding developments in equipment, methods of testing and repair of metering equipment in order to ensure efficient and economical maintenance and repair of the City's metering equipment.

REQUIRED SKILLS, KNOWLEDGE AND ABILITIES:

Knowledge of industry standards and approved methods for electrical apparatus, relaying, and electrical metering. Knowledge of basic electrical theory as applies to electrical utilitites. Understanding of industrial occupational safety and health practices. Basic math skills are required. Basic understanding of, and familiarity with, personal computers.

PHYSICAL REQUIREMENT:

While performing the duties of these jobs, the employee is regularly required to use hands to finger, handle, or feel objects, tools, or controls and reach with hands and arms. The employee frequently is required to stand, walk, and talk or hear. The employee is occasionally required to sit; climb or balance; and stoop, kneel, crouch, or crawl. This job is occasionally required to be performed under adverse conditions.

The employee must occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this position includes close vision, distance vision, color vision, depth perception and the ability to adjust focus.

ACCEPTABLE EDUCATION AND EXPERIENCE:

Graduation from high school, two years vocational training in the electrical/electronic field, and 1 year experience in metering. Or, graduation from high school, completion of other certified meter training program and 1 year experience.

SPECIAL REQUIREMENTS:

Possession of a valid Idaho Class A Drivers License. First aid and CPR certifications.

CITY OF BONNERS FERRY CATERING PERMIT APPLICATION

Owners Name: Mirror Lake Golf Course Ralph Lotspeich
Business Name: Mirror Lake Golf Course RECEIVED
Business Address: P.O. Box 3040 OCT 0 9 2012
Bonnes Ferry CITY OF BONNERS FERRY
State Beverage License Number: 11554
I hereby request a catering permit for the following dates: 10.27 - 17
from the hours of 6:00 a.m./p.m to 10:00 a.m./p.m at the
following location: Boundary County Fair grounds.
Catering will be done for the following group or organization sponsoring the
event: Boundary County Republican Contral Committee
Type of Event: Social Networking Wine: X Beer: X Hard Liquor: X
Signature of the Licensee — Date—
Signature of the Licensee Ralph Lotspeich Printed Name
Address: 1.0. Box 3040 Bonners For Phone: 208 290 7937
Date Submitted to City Council

A non-refundable fee of \$20 per day is required with the application

Please make check payable to: City of Bonners Ferry

P. O. Box 149

Bonners Ferry, ID 83805

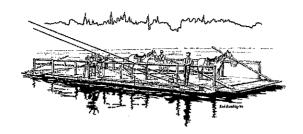
RECEIVED

OCT 0 5 2012

CITY OF BONNERS FERRY

ALCOHOL BEVERAGE LICENSE APPLICATION

X New License Renewal	Year ZOIZ
Applicant: KATHLEEN ASSOC	LIATES LLC
Business Name: BONNERS Fek	ery Conoco
Business Address: 6453 MAIN	St. BONNES FERRY, Id 838
Mailing Address:	Business Phone: <u>208 - 267 -</u> 0210
ON PREMISES: HARD LIQUOR:	() 375.00
BEER: Container Only	(X) 75.00
Draft and Container OR Draft Only	() 100.00
WINE:	(X) 100.00 <u> </u>
OFF PREMISES: BEER: Container Keg WINE:	() 25.00 () 100.00 () 100.00
	TOTAL
Please submit copies of your State and Licenses along with a check made out to: The PO Box 149, Bonners Ferry, Idaho 83805 befoupon approval of city council. 10 4 7012 Date of Application Applications For other Licenses going in This cuer will bring in As soon as received. Lanoy	Applicant Signature PANDY M TNTRE C. 708-660-3793



Date:

11 October 2012

To:

City Council

From:

Stephen Boorman, City Administrator

Subject:

Substation Breaker Purchase.

Several weeks ago the breaker in the North Bench Substation failed. The lead time for a breaker is 20 weeks. Kootenai Electric Cooperative (KEC) has agreed to sell us their spare breaker if we pay the actual cost for a replacement. The cost for a Siemens breaker is \$15,319 and an ABB breaker is above \$17,000

Due to the recent problems we have had with the breakers in the Moyie Substation we would recommend replacing these 1972 breakers with the order of the breaker for KEC. Therefore the total order would be \$45,957.

SJB

Infrastructure & Cities

Proposal Number: SF12386752DLC Proposal Due Date: 10/03/2012

DESCRIPTION AND BILLS OF MATERIAL

Siemens Industry, Inc. (Company) agrees to sell to purchaser and purchaser agrees to purchase from company the goods described below.

ITEM 1:

Oty-1: SDV7-SE 15.5-25-1200 amp, 14.4kV nominal voltage, 110kV BIL, rated 25kA maximum symmetrical interrupting capability, stored-energy operated, frame-mounted, outdoor vacuum circuit breaker built in accordance with Siemens standard construction specifications except as modified in the following proposal. Detailed construction features are further described in the Instruction Manual E50001-F710-K377-V1-4A00. Siemens standard construction meets all applicable ANSI, NEMA, and IEEE standards.

SDV7 Outdoor Vacuum Circuit Breaker will consist of the following:

- 06 -- 1200:5 (C400) Accuracy Multi-Ratio Bushing Current Transformers
- 06 Short Circuiting Terminal Blocks, GE EB-27
- 06 Porcelain Bushings
- 06 Bushing Terminal Connectors
- 02 Ground Terminal Connectors
- 04 Galvanized Adjustable Legs
- 01 Lot of ½ Voltage Heaters w/Thermostat
- 01 3AH Manual Charging Handle
- 01 Operation Counter
- 01 Internal Ground Bar
- 01 Auxiliary Switch w/Spare Contacts Wired for Customer Use
- 01 External Pull-to-Trip Switch
- 01 Duplex Receptacle, 20A, GFI
- 01 Cabinet Lamp Application w/Standard Switch
- 01 Lot of Opposite End Destination Wire Markers
- 01 Lot of Control Terminal Blocks, GE EB-25
- 01 Lot of Control Power Disconnect Devices, Fused Knife Switches

Motor: 48VDC

Heater: Rated 240VAC - Operated at 120VAC

Close: 48VDC 48VDC Trip:

Price: \$15,319.00 each

Note: Pricing is based upon the purchase and shipment of one circuit breaker. Terms are as follows: FOB Destination Bonners Ferry, Idaho - Freight Prepaid & Allowed. Should quantity requirements change, please contact Siemens for a revised proposal.

2 of 15

Wendell, NC 27591



October 1, 2012

Dear Mayor or Governing Board Member:

As a member of the ICRMP Joint Powers Agreement, it is once again your right to participate in the ICRMP Board of Trustees nomination and election process. The incumbent Region 1 Trustee (Garret Nancolas) desires to run for another two-year term on the ICRMP Board. If you do not propose to nominate a candidate to compete against Garret Nancolas, you do not need to act further until ballots are sent out.

At the bottom of this letter is the <u>ICRMP Board of Trustees Nomination Form</u>. To nominate a candidate for the Region 2 seat other than Garret Nancolas, you may enter the name of a Mayor or Governing Board Member from an ICRMP member within your region in the space provided below. A list of Region 1 members is on the back of this form. After your governing board has confirmed the nomination as evidenced by the mayor or chairman's signature, return it to the ICRMP office in one of the following ways: self-addressed envelope, submit it by facsimile to (208) 336-2100 or e-mail a scanned image to intake@icrmp.org for receipt by October 26, 2012 at 5:00 P. M., Mountain Standard Time, if you wish to nominate an additional candidate.

Thank you, for your participation in the nomination process. Election ballots will be mailed to you on November 9, 2012.

ICRMP, Region 1, Board of Trustees Nomination Form

IMPORTANT NOTE: IF YOU DO NOT WISH TO NOMINATE SOMEONE TO CHALLENGE THE INCUMBENT TRUSTEES SEEKING RE-ELECTION, THIS NOMINIATION FORM NEED NOT BE RETURNED. A BALLOT WILL BE DELIVERED IN NOVEMBER, 2012, AFTER THE GENERAL ELECTION ONLY IF THERE ARE ANY OTHER NOMINATIONS.

, Nominee for Re (if other than already nominated Incumbent Garret	egion 1, Representative . <u>Nancolas</u> , Region 1, Representative
Nomination approved by the the day of October, 2012.	governing board on
	Mayor or Chairman

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Canyon County Drainage District #2 Canyon Hill Irrig Canyon SCD Cascade RFPD City of Moldvale Daiton Gardens Irrig Daiton Greekery Dist. Corofino Cerk Whisk Crk Wir Swr Sandpoint Charter Sch Sandpoint Charter Sch Sandpoint Charter Sch Winchester District Winchester District Sur Dorall Irriga Dist. Orofino Cemetery Dist. Corofino Crk Whisk Crk Wir Swr Sandpoint Charter Sch Winchester District Sur Daiton Gardens Irrig Daiton Ga	Canyon Co Mosq	City of Middleton						
Canyon County Drainage District #2 Canyon Hill Irrig Canyon SCD Cascade RFPD City of More Springs City of More Springs City of Mullan City of Mullan City of Mullan City of Nampa City of Mullan City of Nampa City of Nampa City of Nampa City of Nampa City of Mullan City of Nampa City of Mullan City of Mullan City of Mullan City of Nampa City of Mullan City of Nampa City of Mullan City of Nampa City of Mullan City of		City of Midvale					The second secon	
Canyon Hill Irrig Canyon SCD Cascade RFPD Canyon SCD Cascade RFPD Canyon Hwy Dist #4 Canyon SCD Cascade RFPD Canyon Hwy Dist #4 Canyon SCD Cascade RFPD Cascade RFPD City of Moyle Springs Deary RFD Hayden Lake Irrig Dist Little Willow Irrig Lizard Butte Library Dist Local Hwy Tech Asst Co Outlet Bay Swr Schweitzer Fire Co Worley Hwy Corpina Cemetery Dist. Corpina Cemetery D		City of Moscow			Wtr Dist			Wildemess Ranch
Canyon Hwy Dist #4 Canyon SCD City of Mulan City of Nampa				Swr Brd	Little Willow Irrig	al 1_a .	The second secon	
Canyon SCD City of Nampa City of Nampa Countered Hwy Donnelly FPD Cascade RFPD Countered Hwy Donnelly FPD Countered Hwy Dist Hayden Lake Rec Wtr Swr Co Co Countered Hwy Counter		**********************	Deary KFD			ASSESSMENT OF THE PARTY OF THE	Renewal Agency	Winchester Rural Fire
Canyon SCD City of Nampa Cascade RFPD City of Nampa Donnelly FPD Swr Local Hwy Tech Asst Co Outlet Bay Swr Schweitzer Fire Worley Hwy Worley Hwy Tech Asst Co Outlet Bay Swr Schweitzer Fire					Dist			
Cascade RFPD City of Names Dournecq Hwy Hayden Urban Ren Co Outlet Bay Swr Schweitzer Fire Worley Hwy				11	Local Hwy Tech Asst	1,	Swr	
		City of New Meadow		Havden Urban Ren			Schweitzer Fire	
Cataldo Wtr Orlean Measure Drainage District #7 of Agency Marsing Rural Fire Owynee CD Selkirk Rec Dist.		<u> </u>	Intalliage pistrict #1 o		Marsing Rural Fire	Owynee CD	Selkirk Rec Dist.	Yellow Pine Fire
Central Hwy City of New Plymouth Bonner County	Central Hwy		Bonner County				<u> </u>	_



10031829 - City of Bonners Ferry

Quote Number :

64284

Effective Date :

11/01/2012

Broker:

001228BC 2100 Northwest Blvd Ste 120

Location : Enrollment Status :

Print Date :	10/02/2012 3:44:46PM			Enrollment Status :		
Time Buck 1	Current Option: 1	Option: 2	Option: 3	Option: 4	·	
Medical Plan	Blue Value	Blue Value	Blue Value	Blue Value		
Deductible	1000	1000	1000	1000		
Coinsurance	80	80	80	80		
Out of Pocket	1500	1500	1500	1500		
Copayment	30	30	30	30		
Maximum						
HSA Type						
Healthy Measures						
Women's Health		Women's Health Care	Women's Health Care	Women's Health Care		
Drug	\$10/\$25/\$40	\$10/\$25/\$40 WPH	\$10/\$25/\$40 WPH	\$10/\$25/\$40 WPH		
Accident						
Maternity	Yes	Yes	Yes	Yes		
Dual Option						
Dental Plan				•		
Deductible						
Maximum						
Waiting Period						
Enrollment Type						
First Year Dental						
SIC						
Orthodontia						
Vision Plan		None	None	None		
EAP		4 Visits \$2,50	5 Visits \$2.91	8 Visits \$3.86		
EAP Premium COBRA Admin.		ф2,30 No	92.91 No	Ψ3.86 No		
COBRA Premium			.,-	1.0		
Elective Abortion						
Life						
Life Premium						
Medical Rates:						
EE	\$408.34	\$410.74	\$410.74	\$410.74		
EE + SP	\$802,85	\$807.58	\$807.58	\$807.58		
EE + Child	\$495.87	\$498.79	\$498.79	\$498.79	-	
EE + Children	\$469.32	\$472.08	\$472.08	\$472.08		
EE + SP + Child(ren)	\$1,126.58	\$1,133.22	\$1,133.22	\$1,133.22		
Dental Rates:						
EE						
EE + SP						
EE + Child						
EE + Children						
EE + SP + Child(ren)						
Vision Rates:						
EE			1			
EE + SP						
EE + Child						
EE + Children						
EE + SP + Child(ren)						
	and and Others Franciscope					
-	sed on Given Enrollment	699 994 64	\$20.004.64	800 004 EA		
Medical·	\$32,629.48	\$32,821.64	\$32,821.64	\$32,821.64		
Dental						
Vision						
Cobra						
Elective Abortion						
EAP		\$112.50	\$130.95	\$173.70	,	
Life					•	
Total Premium	\$32,629.48	\$32,934.14	\$32,952.59	\$32,995.34		



10031829 - City of Bonners Ferry

Quote Number :

64284

Effective Date :

11/01/2012

Broker:

001228BC

Location : Enrollment Status :

2100 Northwest Blvd Ste 120 Enrolled Group

Print Date :

10/02/2012 3:44:46PM

Option: 1

Medical Plan

Blue Value

Deductible

1000

Coinsurance

80

Out of Pocket

1500 30

Physician Maternity

Yes

Drug

\$10/\$25/\$40

Medical	Rate	Count	Total Premium
Employee Only	408.34	17	6,941.78
Employee & Spouse	802.85	12	9,634.20
Employee & Child	495.87	0	0.00
Employee & Children	469.32	3	1,407.96
Employee, Spouse, & Children	1,126.58	13	14,645.54
	•	45	32,629.48

Total Premium

32,629.48

Authorized Group Representative	Date
Print Name	 -
Authorized Independent/Agent Producer	Date
Drint Nama	



10031829 - City of Bonners Ferry

Quote Number :

Effective Date :

11/01/2012

Broker:

001228BC

Location:

2100 Northwest Blvd Ste 120 Enrolled Group

Print Date: 10/02/2012 3:44:46PM Enrollment Status:

Option: 2 Vision Plan Medical Plan Blue Value None Deductible 1000 80 Coinsurance Out of Pocket 1500 Physician 30 4 Visits Chiropractic/Mental **EAP** Yes Employee 2.50 Maternity Yes \$10/\$25/\$40 WPH Drug Total Premium Count Medical Rate Employee Only 410.74 17 6,982.58 Employee & Spouse 807.58 12 9,690,96 498.79 0.00 0 Employee & Child 3 1,416.24 Employee & Children 472.08 Employee, Spouse, & Children 1,133.22 13 14,731.86 45 32,821.64 \$112,50 EAP 32,934,14 **Total Premium** Authorized Group Representative Date Print Name Date Authorized Independent/Agent Producer Print Name



Print Name

10031829 - City of Bonners Ferry

Quote Number :

6428

Effective Date :

11/01/2012

Broker: Location: 001228BC 2100 Northwest Blvd Ste 120

Enrollment Status :

Enrolled Group

Print Date : 10/02/2012 3:44:46PM Option: 3 Vision Plan Medical Plan Blue Value None Deductible 1000 Coinsurance 80 Out of Pocket 1500 Physician 30 5 Visits EAP Chiropractic/Mental Yes 2.91 Employee Maternity Yes \$10/\$25/\$40 WPH Drug Total Premium Count Medical Rate 410.74 17 6,982,58 **Employee Only** Employee & Spouse 807.58 12 9,690.96 0,00 0 Employee & Child 498.79 3 1,416.24 Employee & Children 472.08 1,133.22 13 14,731.86 Employee, Spouse, & Children 45 32,821.54 \$130.95 EAP 32,952,59 **Total Premium** Authorized Group Representative Date Print Name Date Authorized Independent/Agent Producer



Total Premium

10031829 - City of Bonners Ferry

Quote Number :

6428

Effective Date :

11/01/2012

Broker:

001228BC

Location : Enrollment Status : 2100 Northwest Blvd Ste 120 Enrolled Group

Print Date: 10/02/2012 3:44:46PM Option: 4 Vision Plan **Medical Plan** Blue Value None Deductible 1000 Coinsurance 80 Out of Pocket 1500 Physician 30 8 Visits EAP Chiropractic/Mental Yes 3,86 Employee Maternity Yes \$10/\$25/\$40 WPH Drug Total Premium Count Medical Rate Employee Only 410.74 17 6,982,58 807.58 12 9,690.96 Employee & Spouse 0.00 ٥ Employee & Child 498.79 1,416.24 Employee & Children 472.08 3 1,133.22 13 14,731.86 Employee, Spouse, & Children 45 32,821.64 \$173.70 EAP

32,995,34

Print Name

PROPOSAL FOR ADDITIONAL DAYS OFF FOR EMPLOYEES IN LIEU OF PAY INCREASE

Since there is no money in the budget for a COLA I would propose the following option for fiscal year 2013.

For each holiday that falls on a Friday or Monday each employee would receive an additional day off. This would give them a 4 day week end.

For example if the holiday falls on a Monday half of a department would take Friday off and the other half would take Tuesday off. If it would not create a problem the whole department could take off at once. Each Department head would have to decide what is best for their department and the public.

I would like to give all employees the Friday after Thanksgiving off.

Since Christmas and New Years are on Tuesday I would like to give Monday Christmas eve and Monday New Years eve off.

Independence Day is on a Thursday this year so I would like to give Friday the 5th off.

I realize this won't work for any department that has to work the holiday i.e. the Police Department. They would have to work it out so each employee would be given an extra day off when scheduling permits.

Cleanup Week in the City of Bonners Ferry November 5 through November 13, 2012

The City Street Department will pick up yard waste from the front curb side of residences and businesses during the week of November 5 through November 13, 2012. Bundled and tied branches and limbs, bagged grass, and bagged leaves will be picked up at no charge through the morning of the last day of cleanup week.

If you have any questions or if you have a special need, please call the Street Department at 267-4383 and leave a message.

Thanks for your help!

City Street Department